

**Ohio Parenting and Pregnancy Program Grant**  
**APPENDIX A**  
**TECHNICAL APPLICATION**

**Instructions:** Applicants are to fully complete this application and submit it with any additional required documents to be officially deemed the applicant's submitted response. Applicants may replicate this application in order to provide necessary responses; however, no application text may be altered or the applicant may risk disqualification.

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| <h2>Application Cover Page</h2> |
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| <b>Organization Name:</b>                     | Catholic Social Services                                     |
| <b>Organization Address:</b>                  | 197 E. Gay St.<br>Columbus, OH 43215                         |
| <b>Point of Contact:</b>                      | Angela Keener  |
| <b>Telephone Number:</b>                      | 614-857-1221   |
| <b>Fax Number:</b>                            | 614-228-1125   |
| <b>E-mail Address:</b>                        | <a href="mailto:akeener@colscss.org">akeener@colscss.org</a> |
| <b>Federal Tax Id Number:</b>                 | 31-4379437   |
| <b>OAKS Vendor ID (if have one):</b>          | N/A  |
| <b>DUNS Number:</b>                           | 825212637  |
| <b>Director/CEO:</b>                          | Rachel Lustig  |
| <b>Name of Signature Authority:</b>           | Rachel Lustig  |
| <b>Title of Signature Authority:</b>          | President & CEO  |
| <b>E-mail Address of Signature Authority:</b> | rlustig@colscss.org  |
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**Mandatory Applicant Qualifications**

In order to be considered for the grant expected to result from this RFGA, ODJFS requires that interested applicants **MUST** meet, at minimum, **ALL** the following qualification requirements. **Applicants who do not meet the following requirements shall not be considered for any grant award.**

1. Applicants **MUST** provide evidence that they are a private not-for-profit organizations by submitting a copy of their organization's current and valid not-for-profit 501(c)(3) tax status determination letter from the Internal Revenue Service (IRS). Please attach this documentation with your agency's application submission.

**Catholic Social Services (CSS) is a not-for-profit 501(c)(3). Attached are two documents to confirm our 501(c)3 status:**

- **The 2014-2015 IRS letter confirming the status of our group tax exemption for the United States Conference of Catholic Bishops under section 501(c)3 of the Internal Revenue Code.**
  - **This letter confirms the following:**
    - **The status of all subordinate organizations, like Catholic Social Services, Inc.;**
    - **That these organizations will not receive individual exemption letters;**
    - **That these organizations are required to have their own tax identification number; and**
    - **They will be confirmed by being listed in the *Official Catholic Directory*.**
- **Next, we have included the cover page of the *Official Catholic Directory* and the page upon which Catholic Social Services is listed.**

2. Applicants **MUST** demonstrate that they have a physical location or office in the state of Ohio. Please provide your agency's office location.

**Catholic Social Services is located at 197 E. Gay St., Columbus, OH 43215.**

3. Applicants **MUST** sign the Program Assurances affirmation page of this application and include it in their application submission.

**Please see attached document.**

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4. Applicants **MUST** identify and assign one key staff person [to serve as **Program Lead**] who can demonstrate a minimum of two (2) years of experience operating in areas of family planning or other services such as abortion prevention services, childbirth promotion, parenting development and/or adoption assistance and also resides in the state of Ohio. Applicant must provide an affirmation that the Program Lead resides in Ohio [Do Not provide Program Lead's home address.]. Profile and resume must be included for the Program Lead.

**Meredith Adams will serve as Program Lead for this project. Meredith has been with Catholic Social Services since 2004 and has worked as a clinical counselor with a specialization in maternal counseling and as a psycho-educational group facilitator. She is the key staff person to work with pregnant moms wanting to explore alternatives to abortion as well as our post-adoption services worker.**

**With a Bachelor of Arts in Psychology from the University of Dayton and a Master of Social Work from The Ohio State University, Meredith Adams is a licensed independent social worker in the state of Ohio with more than 10 years of experience working with adults, adolescents, families, and groups. Meredith has resided in Ohio most of her life.**

**Meredith has specialized in perinatal mental health, and has significant experience in treating for mood and anxiety disorders, both during pregnancy and post-partum. She is trained in the Nurturing Parenting approach and has worked as an Ohio Adoption Assessor and birthparent counselor. She currently serves as clinical supervisor for the counseling program at Catholic Social Services.**

**Meredith's resume is attached.**

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| <b>Organizational Experience and Capabilities</b><br><b>(Response should be no more than 2 pages in total for Items 5-6.)</b> |
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5. Clearly identify the indicators of your agency's effectiveness, quality and outcomes achieved for similar programs. And if the desired outcomes were not met, include an explanation of the lessons learned and how those obstacles were corrected.

**Parenting classes**

Catholic Social Services staff is trained in the Nurturing Parenting program. Nurturing Parenting Programs are evidence based programs for the prevention and treatment of child abuse and neglect. With 25 years of validation, SAMHSA (Substance Abuse, Mental health Services Administration) and NREPP (National Registry of Effective Programs and Practices) along with program clearing houses at the state level have recognized the Nurturing Programs as effective programs for the prevention and treatment of child abuse and neglect. Utilizing the Nurturing Parenting program, Catholic Social Services provided educational support groups and resources for families desiring to improve their parenting skills. The philosophy of Nurturing Parenting emphasizes the importance of raising children in a warm, trusting and caring household. It is founded on the belief that children who are cared for develop the capacity to trust, care and respect themselves, other people and living creatures and the environment.

Catholic Social Services staff used the AAPI-2 (Adult and Adolescent Parenting Inventory), a tool that measures attitude changes which affect a parent's ability to be a nurturing parent. This tool is given in a pre and posttest format with the goal being to see a 4 point change in score. After the post test is completed the pre and posttest are enter into an online program at <https://www.assessingparenting.com/>. A report is printed graphing the pre and post test scores. The scores of the individuals are tallied on a spreadsheet in order to obtain program achievements. The results of the test are shared with the clients and they are able to see their own change or lack of change. This allows the client and social work to see if any additional work is needed and make a plan to meet the specific needs. Overall, the program was successful with 77% of clients increasing their scores by an average of 4.6 points.

**Counseling**

Catholic Social Services (CSS) utilizes the Ohio Scales outcome tool, which measures the level of client distress symptoms over time. CSS administers the tool at service initiation, at 6 month intervals and at termination. This valid and reliable tool measures decreased distress which is illustrated by a six point decrease. CSS's target is for 40% of clients to have a decrease of at least 6 points by termination. Catholic Social services has exceeded this target the previous two years (2012 and 2013) with 46% of clients experiencing a 6 point or more decrease in symptoms in each of those years.

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6. Describe your agency's length and depth of experience providing services in the following areas (minimum of 2 years in each):
- a. Family planning or other services;
  - b. Abortion prevention services and childbirth promotion; and,
  - c. Parenting development and/or adoption assistance.

**Catholic Social Services (CSS) has been providing all three of the above services in the community since the agency's inception in 1966, in the forms of family support, adoption and foster care, material assistance, counseling, crisis intervention, education, and linkage with resources. These services are core to the mission of CSS which is to advance the human dignity and potential of individuals and families by providing essential and compassionate social services and advocating for people in need. CSS supports the sanctity and dignity of human life from conception until death, and the inherent worth of every human person in all our policies, programs and practices. The various family and parenting programs that have been offered over the years include:**

**1996-present: Counseling, crisis intervention (abortion prevention & adoption linkage), linkage and referrals, material assistance, Project Rachel (post-abortion counseling) and post adoption services.**

**1966-2005: Adoption and foster care**

**1993-2008: Parents Anonymous**

**2004-2010: Nurturing Beginnings psycho-educational groups**

**The format for service provision has changed and evolved in time, based on funding and community need. These services are currently provided through our maternal counseling program, in which expectant parents and parents of young children receive mental health counseling to address mood and anxiety disorders, trauma, adjustment difficulties, relationship problems, and stressors related to this phase of life. Clients experiencing a crisis pregnancy are provided education about all life affirming options, and referrals are made as appropriate. Catholic Social Services is connected with a network of other providers who provide additional services, and supplies material assistance as needed.**

**Catholic Social Services is nationally accredited by the Council on Accreditation (COA), which certifies that all operations and programs meet best practice standards for professional service. CSS is a member of Catholic Charities USA, a member agency of United Way, and is certified by the Ohio Department of Mental Health.**

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**Key Staff Experience and Capabilities**

Profiles and resumes must easily identify how the applicant's assigned key staff meet the required experience and capabilities for this program. Profiles and resumes must also be included for all persons proposed for key positions. **(Response should be no more than 8 pages in total for Items 7-10, not including key staff resumes.)**

7. Identify and assign a key staff member as **Program Outcome Manager** to be responsible for ensuring that the applicant's proposed planned uses of funding (i.e., increase number served, provide new or expanded services, expand geographical area served, or other relevant use of funding) have been successfully accomplished and provided. The **Program Outcome Manager** should have at least one (1) year of experience in working in areas of family planning or other services such as abortion prevention services, childbirth promotion, parenting development, and/or adoption assistance. Note: The applicant's Program Outcome Manager may also serve as Program Lead; however, the applicant must demonstrate that the assigned key staff person meets the minimum required experience for both roles.

**Meredith Adams, licensed independent social worker (LISW-S), will serve as Program Outcome Manager as well as the Program Lead. Meredith has been with Catholic Social Services since 2004 and has worked as a clinical counselor with a specialization in maternal counseling and as a psycho-educational group facilitator. She is the key staff person to work with pregnant moms wanting to explore alternatives to abortion as well as our post-adoption services worker.**

**With a Bachelor of Arts in Psychology from the University of Dayton and a Master of Social Work from The Ohio State University, Meredith Adams is a licensed independent social worker with more than 10 years of experience working with adults, adolescents, families, and groups.**

**Meredith has specialized in perinatal mental health, and has significant experience in treating for mood and anxiety disorders, both during pregnancy and post-partum. She is trained in the Nurturing Parenting approach and has worked as an Ohio Adoption Assessor and birthparent counselor. She currently serves as clinical supervisor for the counseling program at Catholic Social Services.**

**Meredith's resume is attached for review.**

8. Identify and assign a key staff member as **Fiscal Specialist** to be responsible for preparing the monthly invoices and ensuring adherence to fiscal policies and procedures, and preparing any additional reports as necessary. The **Fiscal Specialist** should have at least one (1) year of experience in working with fiscal program and/or systems.

**The Fiscal Specialist for the project is Debbie Roberts. Debbie has been with Catholic Social Services for 30 years and has worked in the fiscal department for 27 of those**

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years. Debbie is responsible for preparing all invoices and reports to funders; maintaining detailed grant files; maintaining a thorough knowledge of all grant specific requirements; and managing all account receivables for the agency. Debbie is well-qualified as the fiscal specialist and is well trained in accounting practices and several accounting software systems.

Debbie's resume is attached for review.

9. Identify and assign at least one key staff member as **Case Worker** to be responsible for coordinating care, resources and services for individual or family participants that will services to promote childbirth and parenting. The **Case Worker** should have at least one (1) year of experience in working in areas of family planning or other family services that promote parenting, two parent families or family intervention services.

Two staff will be serving as Case Worker for the project, Andrea Rehl and Leah Hobbs.

Andrea Rehl is a licensed independent social worker (LISW-S) who graduated from Malone University (formally Malone College) with a Bachelor's in Social Work. She received her Master's Degree in Social Work from the Ohio State University. Andrea has 5 years of experience working with children, adolescents, and families.

In her current role, through a partnership with Columbus Public Health, Andrea provides mental health counseling services to women and families experiencing postpartum depression or anxiety, as well as those who may be struggling with life stressors associated with pregnancy, childbirth, and parenting. Andrea is comfortable working in the community setting, and is currently providing home based counseling to women and families. Andrea's resume is attached for review.

Leah Hobbs Leah is a licensed independent social worker (LISW) who holds a Master of Social Work and a Bachelor of Arts in psychology, both from The Ohio State University. Leah has obtained additional comprehensive clinical training through The Cleveland Center for Cognitive Therapy. She utilizes Cognitive Behavioral Therapy, as well as Solution Focused Therapy, in a strengths-based approach to counseling clients. Leah works with adults and adolescents with a variety of presenting problems, including: depression and anxiety, mood disorders, grief and loss, and behavioral/emotional problems. Leah has 11 years of experience.

Leah specializes in maternal mental health, focusing on stressors associated with childbirth, parenting, and grief related to infertility and pregnancy loss, and has completed training as a post-partum doula with the Childbirth and Postpartum Professional Association (CAPP). Leah provides mental health counseling services to women and families experiencing postpartum depression or anxiety, as well as those

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**who may be struggling with life stressors associated with pregnancy, childbirth, and parenting. Leah's resume is attached for review.**

10. Identify, by position and by name, any additional support staff your agency considers key to the program's success located within the service providers' office. Provide a list of key staff, their relevant education and work experience (including the subject and duration) and the duties they will perform under this program.

**Lucy Cormier serves as the intake coordinator for the counseling program at Catholic Social Services. Lucy has 15 years of experience with Catholic Social Services and has been in her current role for 4 years. Lucy is the initial point of contact for clients seeking mental health counseling from Catholic Social Services. She does a thorough phone interview to explore the request for counseling and then sets up an initial appointment with clients to go over paperwork, client authorizations and client rights forms and then sets up the first appointment with the counselor. Lucy also provides information and referral as part of her role. Additionally she is responsible for entering all initial client information into the agency database for tracking purposes.**

**Important:** It is the affirmative responsibility of the organization submitting an application to remove all personal confidential information (such as home addresses and social security numbers) of the organization's staff and/or of any subcontractor and subcontractor staff from resumes or any other part of the application package.

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| <p><b>Applicant Agency Profile</b><br/><b>(Response should be no more than 4 pages in total for Items 11-13, not including attached</b></p> |
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| <b>brochures/printed material.)</b> |
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11. Describe the services your agency currently provides, including logistics of operations and geographical areas of coverage, and any unique features. Include your agency's website address and attach a brochure or other printed material that provides information on your agency.

**Catholic Social Services (CSS) has a staff of highly trained professional counselors (Licensed Independent Social Workers and Licensed Professional Counselors) who are committed to the highest professional standards of practice and who receive ongoing training in a variety of therapeutic approaches. They demonstrate a deep and abiding respect for the life, dignity and uniqueness of each person.**

**The Counseling program guides individuals and families in decreasing distressing symptoms and high risk behaviors and in achieving their highest potential, by using proven interventions to help eliminate or relieve mental, emotional, relational or environmental stressors.**

**Specialized office and community based maternal mental health counseling is provided for those experiencing life stressors related to pregnancy or early years of parenting. Clients receiving maternal counseling are either pregnant or have just given birth and are experiencing stress that will impact the pregnancy and the baby's development. Life stressors may include difficulty coping with life changes, poverty, relationship problems, isolation or lack of support, teen pregnancy, trauma, postpartum depression, and other perinatal mood and anxiety issues. Our maternal counseling staff has expertise in working with clients who have experienced childhood abuse, domestic violence, economic disadvantage and a diverse minority population all of which impact a parent's ability to support their children's social, emotional, physical and cognitive development. Catholic Social Services staff remains updated on available community resources. Clients are regularly referred to programs such as WIC, Healthy Start, medical clinics and the health department. We are an active member of the Infant Mortality and Maternal Depression Task Force and routinely partner with the other organizational members of these groups in an effort to treat maternal depression and to decrease the infant mortality rates in Columbus. CSS's Maternal Counselors have a combined 21 years of experience in providing mental health counseling and have specific training in the area of perinatal mental health including Cognitive Behavioral Therapy, and Eye Movement Desensitization and Reprocessing (EMDR), as well as in Nurturing Parenting model by its creator Dr. Stephen Bavolek and in post-partum doula services.**

**Counseling Services are provided Monday through Friday at our office at 197 E. Gay St. in Columbus for anyone wanting to be seen in our office. In-home counseling visits**

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are provided for maternal counseling clients living in Franklin County. Evening office hours are available to accommodate client schedules.

The counseling process begins by completing a diagnostic assessment with the client. The diagnostic assessment helps the clinician and the client understand needs of the client and any obstacles to meeting those needs. This assessment can take anywhere from 1 to 3 sessions. The clinician reviews the “Self-Assessment” and “Health Assessment” given to the client at intake and interviews the client and any identified collateral contact to gather all the needed information. The assigned worker completes the form entitled “Mental Health Assessment” which includes a 5 axis diagnosis using the DSM VI-TR to document this process. The “Mental Health Assessment” includes all components mandated by the Ohio Department of Mental Health and The Council on Accreditation for Families and Children.

Upon completing the diagnostic assessment, goals for the treatment process are developed mutually with the client and the clinician. An “Individual Service Plan” (ISP) form is to be completed. The plan is to contain the goals and objectives with time frames for completion. The plan is to be signed by the client and the social worker/counselor and the clinical supervisor.

An individual service plan is completed for a maximum one-year period unless a smaller length of time is appropriate. As treatment progresses an ISP can be updated at any time if goals change or if goals are completed and new goals need to be set.

The agency and counseling brochures are attached for review. The agency’s website can be viewed at [www.colscss.org](http://www.colscss.org)

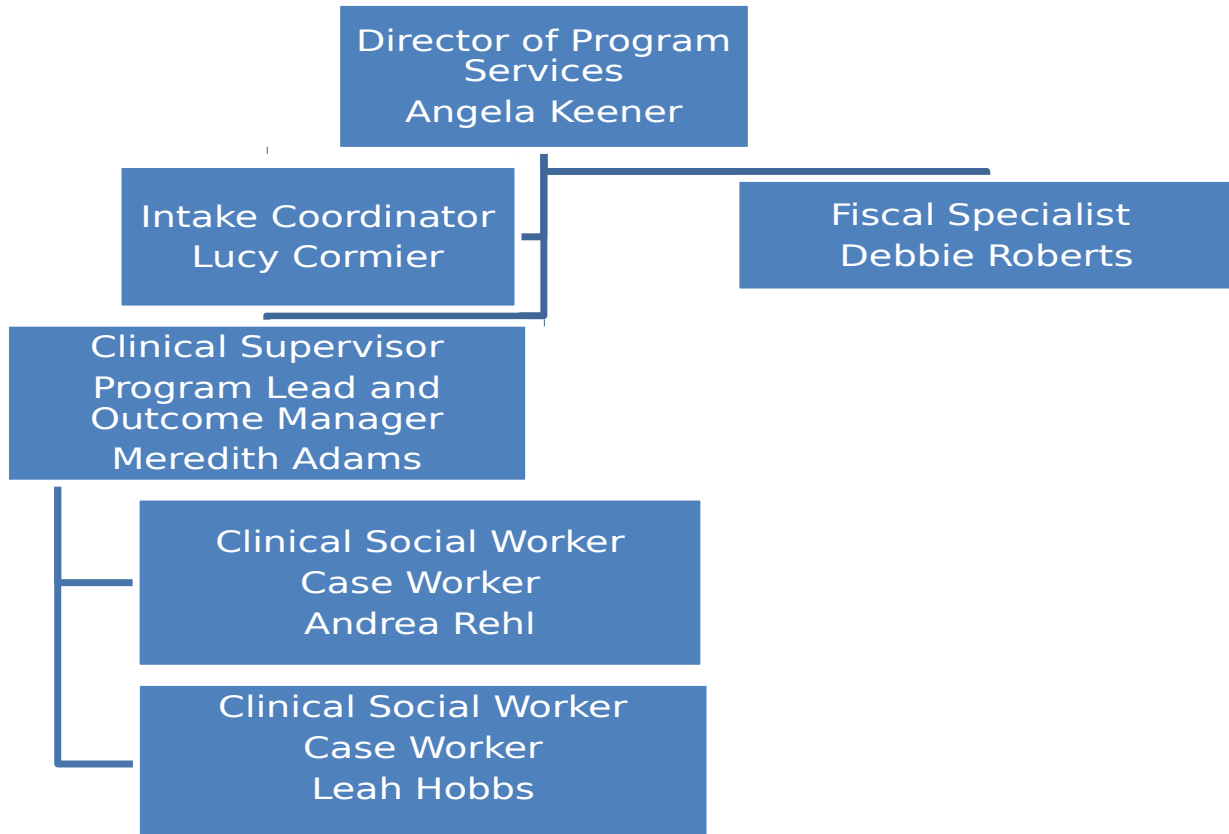
12. Describe the population your agency serves including any demographic information as well as family makeup. Include the number of families that your agency has served in the past 2 years.

Catholic Social Services served 72 families with maternal counseling in the past two years. 80 % of the families were single females and 70 % of clients served were African American while 30% were white. Client ages ranged from 16 to 47 with the average age being 26 years old. 90% of clients utilized services via Medicaid and were therefore low income or living below the poverty line. All clients resided in Franklin County.

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13. Provide a current organizational chart (including any sub-grantees) and specify the key management and administrative personnel who will be assigned to this project.

**Catholic Social Services**  
**Maternal Counseling Organizational Chart**



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**Program Design**

**(Response should be no more than 4 pages in total for Items 14-18.)**

14. Please indicate a minimum of two (2) planned uses of funding for this program: **[Applicants who do not indicate at least 2 planned uses of funding in their application shall not be considered for any grant award.]**

- a. Increase numbers served ☒ Yes ☐ No

Indicate how many additional families you will serve and thoroughly describe your plan for increasing program participation.

**Catholic Social Services will serve an additional 75 families through maternal counseling and 45 additional clients through parenting classes. Through this project, CSS will be able to reach clients in need that it currently cannot serve. Home visiting maternal counseling is currently only available for those who have Medicaid. Other insurance plans will not cover in-home counseling sessions which is a barrier to those who need and want the services, but cannot pay out of pocket to receive them. This project will allow us to expand our reach to those who currently do not qualify and CSS will be able to serve the clients of additional partners who are experiencing stress, anxiety and depression related to a pregnancy or birth of a child. Catholic Social Services will work with its current partners and also area hospitals to promote the project and offer services to those identified at delivery of needing extra support and in-home counseling.**

- b. Provide expanded or new services ☒ Yes ☐ No

Thoroughly describe the expanded or new services and the method in which you will implement these services.

**Catholic Social Services does not currently have funding to provide the nurturing parent classes that it has previously provided. Through this project, CSS will be able to offer at least two 12 week sessions of nurturing parent classes to approximately 45 new clients. The participants will be identified by our various community partners (discussed in #16) or through the maternal counseling program. Classes will be provided at Catholic Social Services office or at an offsite location to be determined (for ease of client attendances). The 12 sessions will be once a week for one hour and will include topics related to the family system, empathy, the parenting continuum, learning, feeling good and being happy and**

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**healthy parents. Bus passes will be provided to those who have transportation barriers so that they may attend the class.**

**Catholic Social Services currently has minimal material assistance available such as limited diapers and infant clothing. This project will allow CSS to expand its ability to provide support to the parents through material assistance. CSS will be able to provide more diapers and will begin providing furniture, food and postpartum services (doula services) in an effort to reduce stress and will help ease the adjustment of the new child.**

- c. Expand geographical area served      ☐ Yes      ☒ No

Thoroughly describe your current service coverage area and indicate the additional geographical area to be served and your method to expand to those areas.

- d. Other proposed use(s) of funding      ☐ Yes      ☒ No

Please thoroughly describe any other proposed use(s) of funding including description of services and other pertinent information.

#### 15. Services and numbers of new individuals served

In the chart below, indicate a minimum of three (3) program activities your agency will provide. Include the anticipated number of new individuals that your agency will serve (for the duration of the grant period) in each activity and the total numbers you plan to serve. Please feel free to add rows to include services not listed.

| Program Service | New Number Served |  | Program Service     | New Number Served |
|-----------------|-------------------|--|---------------------|-------------------|
| Clothing        |                   |  | Parenting Classes   | 45                |
| Counseling      | 75                |  | Postpartum Recovery |                   |
| Diapers         | 75                |  | Transportation      | 23                |
| Food            | 50                |  | Other(describe)     |                   |
| Furniture       | 30                |  | Other (describe)    |                   |
| Health Care     |                   |  | Other (describe)    |                   |
|                 |                   |  |                     |                   |
| <b>Total</b>    |                   |  |                     | 135               |

#### 16. Describe your agency's relationship with partner community organizations or agencies that will be used to carry out the program activities, including: 1) the name of each partnering

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organization (whether contractual or non-contractual relationship); 2) the roles and functions for the applicant and each individual partner organization; 3) services each partner will provide; 4) whether or not the partner organization(s) have collaborated with the applicant on similar projects in the past; 5) the number of years of collaboration with each partner; and, 6) the location of partner offices.

**Catholic Social Services has had a long term relationship with Columbus Public Health and partnering agencies within the maternal child health division as a member of both the Post-Partum Depression Task Force and the WIC advisory committee. In response to a growing need for home based maternal counseling and limited availability of providers, Catholic Social Services and the Columbus Public Health Department began a partnership in the spring of 2010 in which this agency expanded our maternal counseling program to again include home-based mental health counseling for at risk pregnant mothers/mothers with young children referred by the Caring for 2 Project. The goal of treatment was to reduce mental health symptoms, maintain healthy pregnancies, and increase ability to parent successfully. The Caring for 2 program provided necessary case management services and linkage to health care.**

**The collaboration between Catholic Social Services and the Caring for 2 program was so successful and in such demand that home-based counseling services have now been opened to anyone in need of maternal mental health counseling who is also currently enrolled in Medicaid (due to funding limitations). In order to facilitate this process, CSS has extended our direct referral relationship to also include POEM and the OSU perinatal clinic, who are also members of the PPD Task Force.**

**Non-contractual relationships currently exist with all members of the maternal depression task force facilitated through Columbus Public Health. This task force was developed in 2007 and is still meeting to discuss the impact of maternal depression and the high incidence of infant mortality in the City of Columbus. The majority of our maternal counseling referrals come from the following agencies as fellow task force members. Catholic Social Services provides individual counseling to clients/patients and the partnering agencies provide the services indicated.**

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| <b>Agency</b>   | <b>Address</b>   | <b>Services</b>   |
|---|--|---|
| <b>POEM (Postpartum Outreach and Encouragement for Moms) – a program of Mental Health of America of Franklin County</b> | <b>2323 W. Fifth Ave., Suite 160, Columbus, OH 43204</b> | <b>provides peer led support groups and mother mentors.</b>                         |
| <b>Caring for 2 –Columbus Public Health</b>   | <b>240 Parson Ave, Columbus, OH 43215-5331</b>           | <b>Provides nursing and case management to low income/high risk expectant moms.</b> |
| <b>OSU OB/GYN clinic / High Risk Perinatal Project, Project SAFE</b>  | <b>1581 Dodd Drive, 4th Floor, Columbus Ohio 43210</b>   | <b>Provides health care and case management to expectant moms.</b>                  |
| <b>Riverside women’s health clinic</b>  | <b>3535 Olentangy River Rd Columbus, OH 43214</b>        | <b>Provides health care to pregnant and postpartum women</b>                        |
| <b>Mt. Carmel Health Systems</b>  | <b>6150 East Broad Street Columbus, Ohio 43213</b>       | <b>Provides health care to pregnant and postpartum women</b>                        |

**Catholic Social Services has previously had a relationship with Franklin Medical Center (formerly Franklin Pre-Release) (2000 to 2010) as well as with Franklin County Children Services from the early 90 ’s until 2010 in which this agency provided parenting education, and has discussed resuming this relationship as funding allows.**

17. Define the eligibility requirements for the services provided. Additional eligibility standards may be added but requirements of §5101.804 of the Revised Code must be included.

**To be eligible for services an individual must be a pregnant woman or a parent, caregiver or relative of a child birth to 12 months old. To be eligible for home visiting counseling sessions, the individual must live within Franklin County.**

18. Include a description of the target audience that will be serviced by the provider.

**The target audience for this project will be expectant parents and parents or care providers of children ages 0-12 months residing in Franklin County who are experiencing perinatal mood or anxiety disorders, adjustment problems, or other stressors related to pregnancy or parenting, or who are in need of support to provide a healthy and nurturing emotional environment for their children.**

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| <b>Program Outcome Management</b><br><b>(Response should be no more than 2 pages in total for Items 19-20.)</b> |
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19. Clearly describe the intended outcomes for this program and the indicators your agency will use to measure effectiveness.

**MATERNAL COUNSELING**

**Program Outcomes:** To decrease distressing emotional symptoms that negatively impact a client's ability to function, grow and contribute to family and society in a healthy way.

**Measurement:** Client level of distress measured at six month intervals during and following services via the Ohio Mental Health Consumer Outcome System.

**Outcome Definition:** Decreased distress as illustrated by six points at six month intervals.

**Outcome Target:** 40% of clients will show a 6 point decrease on the Symptom Distress Scale (SDS) between case opening and termination.

**PARENTING**

**Program Outcomes:** To shift attitudes and beliefs about parenting to become more nurturing.

**Measurement:** Client shift in attitude toward being a more nurturing parent as indicated by the AAPI-2 assessment.

**Outcome Definition:** Increase in attitude by 4 points by the end of classes.

**Outcome Target:** 75% of clients will increase their scores by 4 points on the AAPI

20. Describe how program data will be collected and confidentiality maintained.

Catholic Social Services (CSS) utilizes a database for the management of client data and reporting. The Agency Management System (AMS) is developed and maintained internally and is individualized to each program at CSS. All client demographics are collected and entered into the system. The system also allows for input of client assessment data, diagnosis, billing and progress notes. Data can be aggregated from the system and used in



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reporting to funders and other oversight agencies. AMS is also used in collecting and aggregating client satisfaction data and case record review data.

Outcome data is entered into the state of Ohio website and reports are generated from this system in order to report on the performance of the program outcome.

Catholic Social Services is a covered entity under the HIPAA law and has policies and procedures in place to safeguard client personal and health information. Additionally, the key staff for this project are licensed social workers through the state of Ohio who are required to uphold the strictest of confidentiality in regards to the clients they serve.

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| <b>Sub-grantees and Vendors</b><br><b>(1 page maximum in total for Items 21-22)</b> |
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21. Applicants are to disclose whether or not any sub-grantees be used for this project. (If no, please include a statement that no sub-grantees will be involved. If yes, please describe the procurement process and the timeline to accomplish procurement as well as provide all required information as specified in Section 4.6, of the RFGA.

**Catholic Social Services will not use sub-grantees for this project.**

22. Describe the monitoring process for the sub-grantee (if applicable). Include the documentation that will be reviewed, who will perform the monitoring, the frequency that the sub-grantee shall provide performance reports and the plan addressing areas for improvement or poor performance. [If no sub-grantee is involved, the applicant shall disregard this requirement.]

**Not Applicable.**